



Request for Information (RFI) No. 26607

Medical Marijuana Data Registry

November 5th, 2021

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Washington State Department of Health

Contracts and Procurement Office

The Washington State of Department of Health, (DOH) is issuing a Request for Information (RFI) in order to support a vendor hosted Medical Marijuana Data Registry

INTRODUCTION

The Washington State Department of Health (DOH) is seeking procurement planning directed by state and agency policies and standards, to reprocur for a Medical Marijuana Data Registry. As part of the process, DOH is seeking information from vendors who offer vendor hosted solutions capable of addressing but not limited to the following:

1. Healthcare practitioner portal for Authorization management.
2. Retail Store portal for Recognition Card management and running reports.
3. Patient portal that allows the patient to download an electronic recognition card that can be stored and accessed from a mobile device.
4. Recognition card verification for law enforcement officers.
5. Card expiration and renewal tracking and management.
6. Admin portal that allows DOH to manage retail stores and users, communicate to users, audit user activity, run reports, and make configuration changes.

BACKGROUND

Passed in 2015, Second Substitute Senate Bill 5052 (codified under Revised Code of Washington (RCW) 69.51A.230) required the Department of Health to hire a contractor to develop and maintain a medical marijuana authorization database. The purpose of the database is to provide recognition cards to qualifying patients and their designated provider (if any) so they can take advantage of several benefits offered to them under RCW 69.51A.

Qualifying patients and designated providers (if any), with an authorization from the patient's healthcare practitioner, may register in the database by visiting a certified consultant at a medically endorsed marijuana retail store. Using the process outlined in WAC 246-71-020, the certified consultant enters the information from the authorization into the database to generate a recognition card. Participation in the database is mandatory for minor patients, under age 18, but voluntary for adults, age 18 and older.

This solution is legislatively required under RCW 69.51A.230 and intends to protect and improve the health of all people in Washington state by increasing access to safe marijuana products for qualifying patients suffering from terminal and debilitating qualifying conditions defined in RCW 69.51A.010.

OBJECTIVES

1. Gather information that will be used to refine both system and process requirements for publication in an anticipated solicitation.
2. Gather cost information to finalize a legislative budgetary decision package.
3. Identify, understand, and mitigate potential risks associated with this effort.
4. Identify the potential level of effort required if migration of existing data between platforms or systems is necessary.
5. Gather information regarding any preparations that DOH could take to ensure that a process and any subsequent system development or implementation work occurs smoothly.

REQUEST FOR INFORMATION PROCESS

This Request for Information is not a competitive solicitation that will result in the award of a contract to one or more bidders. Rather, it is intended to obtain information that may assist the Department in determining the contractual options that may be available. Participation in this RFI is voluntary and responses are not considered proposals. This document does not obligate the Department to issue a competitive solicitation to evaluate the services of any responding organization or to enter into any contract. The Department reserves the right to explore any and all options for meeting its need for services including, but not limited to, options that are brought to its attention through this RFI.

Notice of this RFI is being sent to known potential contractors and will be published on the [Department's website](#) as well as on [Washington's Electronic Business Solution](#) (WEBS), the procurement website hosted by the State [Department of Enterprise Services](#) (DES). The Department reserves the right to utilize freely any ideas and information received as a result of this RFI in planning and developing potential solutions to the Department's Service requirements.

COSTS OF PROPOSAL PREPARATION

The State will not be liable for any costs incurred by the Respondent in the preparation and presentation of information submitted in response to this RFI including, but not limited to, costs incurred in connection with the Respondent's participation in demonstrations.

QUESTIONS AND ANSWERS ABOUT THIS RFI

Questions regarding this RFI may be directed via e-mail to the **RFI Coordinator listed above. Maria Rogers (maria.rogers@doh.wa.gov)**. Please provide your questions in writing and include the words **RFI #26607** in the subject line. Questions will be accepted through **December 3, 2021 by 3:00 PM PST**. To the extent possible, answers will be consolidated and answered in an Amendment to this RFI that is published on the Department's website and on WEBS on or about **December 17, 2021**. The following is a link to the web page on the Department's website where documents relating to this RFI will be posted: [RFI 26607 Medical Marijuana Data System](#)

HOW TO RESPOND TO THIS RFI

If you are interested in providing information in response to this RFI, please submit a completed attachment questionnaire. **The questionnaire is appended to this RFI as Attachment D.**

PLEASE SUBMIT YOUR RESPONSE SO THAT IT IS RECEIVED NO LATER THAN JANUARY 7, 2022 BY 3:00 PM PST

Written Response: Clear, complete, and concise responses are encouraged. Written responses should be submitted electronically, using the below naming convention below, to **Maria Rogers (maria.rogers@doh.wa.gov)**, the RFI Coordinator listed above. Bidders are cautioned to keep email sizes to less than 15 Mb. Zipped files cannot be received and will not be accepted. All files in the response must be formatted in Microsoft Word, Microsoft Excel, or PDF.

SUBJECT LINE NAMING CONVENTION *RFI #26607(Your Company Name), Email (#) of (#)*.

PUBLIC RECORDS

Materials – including the response to this RFI – provided to the Department are subject to the Public Records Act, Chapter 42.56 RCW.

To the extent consistent with the Public Records Act (Chapter 42.56 RCW), the Department shall maintain the confidentiality of your information clearly marked confidential or proprietary. If a request is made to view your proprietary information, the Department will notify you of the request and of the date that the records will be released to the requester unless you obtain a court order enjoining that disclosure. If you fail to obtain the court order enjoining disclosure, the Department will release the requested information on the date specified in its notice to you.

The Department's sole responsibility shall be limited to maintaining the above data in a secure area and to notify you of any request(s) for disclosure for so long as the Department retains your information in its records per state law.